

**City of Deer Park**  
**Parks & Recreation Department**  
**Facility Rentals Rates & Policies**  
**Revised 8/26/05**

Fees and policy applicable for the Avon Center, Claude Burgess Center, Community Center, Jimmy Burke Center, Maxwell Adult Center, and Theater/Courts.

**Deer Park Park's & Recreation Rental Guidelines:**

1. All rentals must be made in person
2. You must be at least 21 years of age to complete the rental process and sign paperwork
3. You must complete all applicable paperwork for the rental to be confirmed
4. Rentals are on a first come first serve basis
5. All Fees are due at the time of the paperwork completion and must be done at least three (3) weeks in advance of rental.
6. Security deposits are required on all rentals
7. The department does not issue keys to renters. Staff is assigned to open the facility.
8. Renters are responsible for their own set-up and clean-up.
9. Alcoholic beverages are NOT permitted in any city facility, park, or parking lot.
10. Tables and chairs are available for all rentals.
11. Deer Park police officers are required at all parties in any city facility. Also, at discretion of department an officer may be required at other events as well. Renter is responsible for this cost to the officer.

**Avon Recreation Center – 601 8<sup>th</sup> Street**

1. Two (2) hour minimum rental on all rooms
2. \$250 Clean-up deposit required
3. Deer Park resident applicant only

<u>Room</u>	<u>Days</u>	<u>Capacity</u>	<u>Fee Type</u>	<u>Fee</u>
Room A	Mon-Thurs.	45	Hourly	\$25/hr
Room A	Fri-Sun	45	Hourly	\$25/hr
Room B	Mon-Thurs.	12	Hourly	\$25/hr
Room B	Fri-Sun	12	Hourly	\$25/hr

### **Claude Burgess Center – 4200 Kalwick**

1. Two (2) hour minimum on all rentals
2. \$250 Clean-up and damage deposit
3. Deer Park residents only

<u>Room</u>	<u>Days</u>	<u>Capacity</u>	<u>Fee Type</u>	<u>Fee</u>
Meeting RM with Kitchen	Mon-Thurs.	90	Hourly	\$50
Meeting RM with Kitchen	Fri-Sun	90	Hourly	\$200/6 hrs \$400/12 hrs

### **Community Center – 610 E. San Augustine**

1. Two (2) hour minimum rental on all rooms
2. \$250 Clean-up and damage deposit
3. Deer Park residents only

<u>Room</u>	<u>Days</u>	<u>Capacity</u>	<u>Fee Type</u>	<u>Fee</u>
4&5	Mon-Thurs.	29	Hourly	\$25/hr
4&5	Fri-Sat	29	Hourly	\$25/hr
<i>(Business hours only for room 4&amp;5) Hours are: Mon-Fri 8 am-10PM&amp;Sat 10AM-6 PM)</i>				
Room 6	Mon-Thurs.	150	Hourly	\$50/hr
Room 6	Fri-Sun	150	Hourly	\$200/6 hr \$400/12 hr
<i>(Room 6 has Kitchen Facilities attached for usage)</i>				
Room 11	Mon-Thurs.	25	Hourly	\$25/ hr
Room 11	Fri-Sun	25	Hourly	\$50/hr

### **Jimmy Burke Activity Center: 500 W. 13<sup>TH</sup> Street**

1. Twelve (12) hour minimum rental
2. Any rental that exceeds 12 hours (before or after rental) is \$50/hour
3. Two (2) day rentals – Set-up the day before is ½ the rate
4. Civic groups (non-profit) can rent for weekday rates
5. Resident and non-resident rentals accepted

<u>Room</u>	<u>Days</u>	<u>Capacity</u>	<u>Fee Type</u>	<u>Fee</u>
Front Half	Mon-Thurs.	500	Hourly	\$300
Back Half	Mon-Thurs.	500	Hourly	\$300
Whole Build.	Mon-Thurs.	1000	Hourly	\$600
Front Half	Fri-Sun	500	Hourly	\$500
Back Half	Fri-Sun	500	Hourly	\$500
Whole Build.	Fri-Sun	1000	Hourly	\$1,000
Set-Up Fee	Mon-Sun			\$25

### **Maxwell Adult Center – 1302 Center**

1. Two (2) hour minimum on all rentals
2. \$250 Clean-up and damage deposit
3. Deer Park residents only

<u>Room</u>	<u>Days</u>	<u>Capacity</u>	<u>Fee Type</u>	<u>Fee</u>
Old Dining	Mon-Thurs.	150	Hourly	\$25/hr
Old Dining	Fri-Sun	150	Hourly	\$200/12 hrs
New Dining	Mon-Thurs.	45	Hourly	\$25/hr
New Dining	Fri-Sun	45	Hourly	\$200/12 hrs
Craft Room	Mon-Thurs.	40	Hourly	\$25/hr
Craft Room	Fri-Sun	40	Hourly	\$200/12 hrs
Quilt Room	Mon-Thurs.	25	Hourly	\$25/hr
Quilt Room	Fri-Sun	25	Hourly	\$200/12 hrs

*(Kitchen available with New Dining Room at \$50/Hour)*

### **Theatre Auditorium – 1301 Center**

1. Four (4) hour minimum on all rentals
2. \$250 Clean-up and damage deposit
3. Resident and non-resident rentals
4. No more than three (3) day consecutive rentals

<u>Room</u>	<u>Days</u>	<u>Capacity</u>	<u>Fee Type</u>	<u>Fee</u>
Auditorium	Mon-Thurs.	250	Hourly (4 hr min)	\$50/hr
Auditorium	Mon-Thurs.	250	Daily (12 hrs)	\$200/hr
Auditorium	Fri-Sat	250	Daily (4 hrs +)	\$200/hr
			Daily (6 hrs +)	\$250/hr
			Daily (12 hrs max)	\$400/hr
Stage & Dressing rm.	Mon-Sun		Daily	\$100/hr
Sounds & Lights Technician	Mon-Sun		Daily	\$50/hr

**For reservations or additional rental information contact Jazmin Hernandez at 281 478-2050 between 8 AM – 5 PM Monday thru Friday.**

**For rental information regarding the Battleground Golf Course banquet room contact Joan Johnson at the Republic Grill, 281-478-2089.**